

Town of Grafton Technology Committee Meeting Minutes

30 Providence Road
Conference Room E-2
August 19, 2014

Regular Business

Attendees: Bob Carroll, Bob Hassinger, Dave Robbins
Apologies: Bill Jones

Call To Order

- The meeting was called to order at 7:05 PM by Mr. Carroll.

Shared Services

- Mr. Carroll reported that he received communication from Mr. McInerney that Ms. Sclar will no longer be the local contact for IT services, and that a shared IT services arrangement with the School Department is being developed. Mr. McInerney requested a template for a Service Level Agreement (SLA); Mr. Carroll forwarded the one reviewed and discussed by the Committee when shared services were under consideration in 2013. A person has not yet been named to the position.

New Business

- The Committee reviewed the Capacity Planning Report provided by MX Consulting for the period 4/1/14 through 6/30/14. The Committee noted that the report identifies servers by name but does not enumerate the applications running on the various servers, and thus that is difficult for the Committee to interpret the reported statistics.

Updates and Old Business

- None

Review Prior Meeting Minutes

- Upon motion of Mr. Hassinger, seconded by Mr. Robbins, the minutes of June 24, 2014 were unanimously approved.

Motion to Adjourn

- Upon motion of Mr. Hassinger, seconded by Mr. Robbins, it was unanimously voted to adjourn the meeting at 7:15 PM.

Exhibits

- Capacity Planning Report*, MX Consulting, June 30, 2014

Respectfully Submitted,
David C. Robbins, Clerk

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